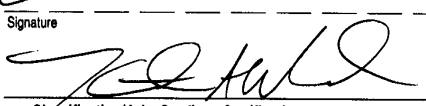
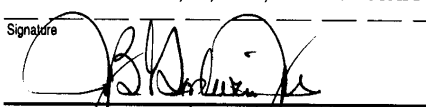


| POSITION DESCRIPTION <i>(Please Read Instructions on the Back)</i> | | | | | | 1. Agency Position No. NL11473 | |
|--|--|---|--|---|--|--|--|
| 2. Reason for Submission <input type="checkbox"/> Redescription <input type="checkbox"/> Reestablishment <input checked="" type="checkbox"/> New <input type="checkbox"/> Other <i>(Show any positions replaced)</i> | | 3. Service <input type="checkbox"/> Hdqtrs. <input checked="" type="checkbox"/> Field | | 4. Employing Office Location Orlando, FL | | 5. Duty Station Orlando, FL | |
| 7. Fair Labor Standards Act <input checked="" type="checkbox"/> Exempt <input type="checkbox"/> Nonexempt | | 8. Financial Statements Required <input type="checkbox"/> Executive Personnel Financial Disclosure <input checked="" type="checkbox"/> Employment and Financial Interests | | 9. Subject to IA Action <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | | 13. Competitive Level Code 1358 | |
| 10. Position Status <input checked="" type="checkbox"/> Competitive <input type="checkbox"/> Excepted <i>(Specify in Remarks)</i> <input type="checkbox"/> SES (Gen.) <input type="checkbox"/> SES (CR) | | 11. Position is: <input type="checkbox"/> Supervisory <input type="checkbox"/> Managerial <input checked="" type="checkbox"/> Neither | | 12. Sensitivity <input type="checkbox"/> 1 - Non-Sensitive <input checked="" type="checkbox"/> 3 - Critical Sensitive <input type="checkbox"/> 2 - Noncritical Sensitive <input type="checkbox"/> 4 - Special Sensitive | | 14. Agency Use | |
| 15. Classified/Graded by | | Official Title of Position | | Pay Plan | | Occupational Code | |
| a. U.S. Office of Personnel Management | | b. Department, Agency or Establishment | | c. Second Level Review | | d. First Level Review | |
| e. Recommended by Supervisor or Initiating Office | | PROJECT DIRECTOR | | GS | | 0301 | |
| 16. Organizational Title of Position <i>(if different from official title)</i> | | 17. Name of Employee <i>(if vacant, specify)</i> | | Grade | | Initials | |
| 18. Department, Agency, or Establishment U.S. ARMY | | c. Third Subdivision Project Manager for Warfighter Simulation 2000 | | d. Fourth Subdivision APM for Warfighter Simulation 2000 (APM WARSIM) | | e. Fifth Subdivision (DA) | |
| a. First Subdivision ARMY MATERIEL COMMAND (AMC) | | b. Second Subdivision STRICOM | | Signature of Employee <i>(optional)</i> | | 19. Employee review - This is an accurate description of the major duties and responsibilities of my position. | |
| Supervisory Certification. I certify that this is an accurate statement of the major duties and responsibilities of this position and its organizational relationships, and that the position is necessary to carry out Government functions for which I am responsible. This certification is made with the | | knowledge that this information is to be used for statutory purposes relating to appointment and payment of public funds, and that false or misleading statements may constitute violations of such statutes or their implementing regulations. | | a. Typed Name and Title of Immediate Supervisor Stanley Goodman, DPM, WARSIMS | | b. Typed Name and Title of Higher-Level Supervisor or Manager <i>(optional)</i> | |
| Signature  | | Date 10/24/99 | | Signature | | Date | |
| 21. Classification/Job Grading Certification. I certify that this position has been classified/graded as required by Title 5, U.S. Code, in conformance with standards published by the U.S. Office of Personnel Management or, if no published standards apply directly, consistently with the most applicable published standards. | | 22. Position Classification Standards Used in Classifying/Grading Position USOPM Handbook of Occupational Series, GS-301, Jan 99; USOPM AAGEG, Aug 90 | | Typed Name and Title of Official Taking Action JAMES B. GODWIN, JR, COL., CHIEF OF STAFF | | Information for Employees. The standards, and information on their application, are available in the personnel office. The classification of the position may be reviewed and corrected by the agency or the U.S. Office of Personnel Management. Information on classification/job grading appeals, and complaints on exemption from FLSA, is available from the personnel office or the U.S. Office of Personnel Management. | |
| Signature  | | Date 10/25/99 | | 23. Position Review | | Initials | |
| a. Employee <i>(optional)</i> | | b. Supervisor | | c. Classifier | | Date | |
| 24. Remarks Position is at full performance level. BUS: 7777 | | 25. Description of Major Duties and Responsibilities <i>(See Attached)</i> | | Initials | | Date | |

Introduction

As a designated agent of PM TRADE, incumbent serves as a Project Director (PD) with overall responsibility for managing the development, production and fielding of assigned training device projects involving Command Communications and Control Simulation Systems. Typically, these program are critical to the United States Army in terms of overcoming a valid training void through the application of simulation technology and acquisition of a training device which will meet the need by providing realistic and effective training to military personnel. The projects may entail extensive research and development for sophisticated and complex systems such as Multiple Integrated Laser Equipment System (MILES), Army Training Battlefield Simulation System (ARTBASS), ROLAND Institutional Trainer, ROLAND Maintenance Trainers and Infantry Remote Target System.

Major Duties

Incumbent plans, directs, organizes, controls coordinates, reviews and approves the efforts of engineering, technical and support personnel of PM TRADE, the Naval Training Equipment Center and contractors so that the proposed training system is consistent with cost, schedule and performance requirements. Exercises centralized authority and control over all program resources. Determines composition of team of professional and technical specialists, with team usually consisting of an engineer, psychologist, education specialist, financial manager, contract negotiator, logistics management specialist and other support personnel as required. Serves as the final point of authority to all team members, contractors, DCAS personnel and other participants on assigned projects. Maintains sole responsibility for resolving divergent viewpoints and for making critical decisions resulting from unforeseen situations which develop on an almost daily basis, i.e., employing contractor proposed new approaches which may significantly enhance the device and procedures to facilitate program management and task accomplishment. Plans, organizes and schedules concurrent activities by team members, defining the standards for quality and timeliness and assessing results in terms of schedule, costs and risk involved. Through daily contact with team members and analysis of periodic reports, ascertains the status of projects, difficulties encountered, etc. Provides team members' supervisors of record, information concerning work performance for consideration in employee performance evaluations. 35%

Develops a life cycle plan based on a comprehensive analysis of the training device requirements, from program initiation through deployment and operational phases. Defines program requirements such as design, funding, integrated logistics support, manufacturing technology, system performance, reliability, maintainability, durability, etc.; translates requirements into discrete attainable objectives, scheduled to coincide with the expected date of delivery. Applies a working knowledge of all functional areas involved in the development of a schedule which will result in the integration and completion of all program elements. 20%

Periodically schedules and conducts preliminary Design Review, Critical Design Review, etc., during the training device acquisition process to evaluate progress and technical adequacy, assure understanding of the total requirement and established integrity of the design described in the specification. Analyzes results of reviews and tasks team members to develop approaches to correct present or anticipated deficiencies. Plans, directs and coordinates scheduled and unscheduled activities to assure that significant findings and accomplishments of intermediate goals or major milestones are reported. Conducts unscheduled reviews when significant deviation from the planned effort is identified, i.e., slippage from anticipated milestones, test problems, etc. May direct the discontinuance of further development which will extend the schedule and necessitate additional costs when, in incumbent's opinion, the essential training device requirements have been achieved. Resolves matters wherein the contractor is unable to comply with certain contractual obligations or is unable to fulfill particular specifications. 20%

Plans, schedules and coordinates developmental and operational testing with major commands. Conducts a variety of examinations throughout the training device acquisition process to determine how well the system is meeting or will meet its technical and operational requirements; provides data which serves as a basis for decisions concerning development and operational and support problems have been corrected and allow direction of further remedial action as necessary. 10%

Plans for and participates in the Development Acceptance In-Process Review with representatives from DA, DARCOM and TRADOC, to evaluate the effectiveness, producibility and suitability of the training device and to make recommendations concerning type classification and entry in production. Prepares formal comments/recommendations concerning the proposed courses of action. Serves as PM TRADE representative and point of contact with TRADOC, DARCOM, Production and Planning and MMT Offices and appropriate commodity commands. Keeps informed on all aspects of assigned programs in order to conduct briefings, respond to inquiries, furnish authoritative technical advice and offer recommendations on matters such as the continuation of actual termination of a particular program when the Army's interests are not being served. Serves as Co-Chairman of the Transition Planning and Tracking Group during development and production phases, formulating plans for the orderly transition of the delivered system to designated readiness commands. 15%

Performs other duties as assigned.

Factor 1. Knowledge Required by the Position

Must possess knowledge of DOD materiel acquisition including the DOD 5000 series of directives/instructions.

Knowledge of the contractual and funds management processes associated with the acquisition of military simulation systems and training devices.

Must possess skill in program management.

Incumbent must possess skill in problem identification and resolution via the use of analysis techniques/reasoning.

Must possess skill in the organization and leadership of multi-disciplines acquisition teams using the matrix management organization.

Skill in oral and written communications.

Knowledge of and experience with training aids, devices, simulators and simulations (TADSS) or other complex weapons systems and combat Training Centers architecture/practice.

Factor 2 Supervisory Controls

Reports to the appropriate Deputy Program/Project Managers, who provides administrative and project supervision and provides broad program objectives of the Division. Works independently with the delegated authority of the DPM. Works within the policies and objectives of STRICOM. DPM relies on incumbent to possess and apply thorough knowledge of operational and technical principles. Incumbent is expected to utilize ingenuity, initiative, and resourcefulness in developing strategies and in managing direction, integration and control of all essential program elements consistent with the acquisition plan. Work performance is reviewed in terms of overall satisfaction of assigned project; accomplishment of milestones, ability to stay within funding limitations and adequacy of end product.

Factor 3 Guidelines

Guidelines include Federal Acquisition Regulations, Defense Federal Acquisition Regulations, DOD Guidance, Navy Procurement Acquisition Regulations, NEI-Standards, Army Materiel Command Directives, Standard Operating Procedures, Base Orders and internal directive guidance and other similar criteria pertaining to LCCS operations and related specializations. These guidelines typically do not provide detailed and specific procedures, precedents and other relevant information. The incumbent is expected to use a high degree of judgment to resolve complex problems. Required planning and directing and executing acquisition strategies. Strategies must effectively integrate and coordinate the organization's needs for procurement, maintenance, movement of equipment, supplies, and personnel essential to the success of the overall mission.

Factor 4. Complexity

Assignments involve executing a new omnibus LCCS support operation based on consolidation and competition and the procurement process associated with the contracting for and fielding of Foreign Military Sales (FMS) and Non-Standard Training Device requirements. Changes in mission priorities, multi-year funding, and Army's

vision, goals and long term plans, require the ability to visualize results of new or revised methods, procedures or organizational structures and other related ILCCS processes.

Participates in conferences at all levels to establish cooperative relationships, present controversial and critical observations to include recommendations and convince others to accept proposals with which they may disagree.

Factor 5. Scope and Effect

The purpose of the work is to collaborate with the Program/Project Manager, Deputy Program/Project Managers and other organization officials to develop, implement, and monitor LCCS projects that identify the specific requirements for funding, manpower, materiel, facilities and processes needed to fulfill mission goals. The work has a direct impact on worldwide availability of training devices, simulators and simulations to meet training requirements of the U.S. Army.

Factor 6. Personal Contacts

Contacts are with military/civilian organization managers and support personnel involved in the program/project. Representative contacts may include MACOM staffs, installation commanders, Program/Project managers, and directors of major program components and contractor representatives.

Factor 7. Purpose of Contacts

Represents the activity's LCCS function at meetings and conferences; provides LCCS project information to Army and civilian managers, presents status reports and projections, provides data to other planning and program/project personnel, analyzes effectiveness of contractor's efforts and resolves differences between LCCS contract provisions and the contractor's product or service; and advises on such matters as financial and manpower resources as they relate to assigned project.

Factor 8. Physical Demands

Requires a combination of sedentary work and work at the device sites to include a variety of environmental conditions from desert heat to below freezing temperatures. Working at the device sites requires a variety of physical activity to include walking, standing and climbing stairs.

Factor 9. Work Environment

Work is performed both in an office and field setting. Work at field activities can require working without modern conveniences to include lighting, air-conditioning and plumbing.

Special Requirements:

Incumbent must be able to obtain and maintain a top-secret clearance.

Subject to drug testing.

Extensive travel/tdy is required.

NON-CRITICAL ACQUISITION POSITION AMENDMENT TO PD# 11473

"The employee must meet DoD 5000.52-M requirements applicable to the duties of the position."